








REGULAR BOARD MEETING - REVISED

Keene-Riverview Elementary, MPR, 832 Park Avenue

Tuesday, January 19, 2016 07:00 PM

- I. 6:00 p.m. - Call to Order
- II. 6:00 - 7:00 p.m. - Study Session: School Improvement Plans and Schoolwide Improvement Plans
- III. 7:00 p.m. - Resume Regular Board Meeting
 - a. Pledge of Allegiance
 - b. Approval of Agenda
 - c. Communications
- IV. Information Items:
 - a. 2020P: Course Design, Selection and Adoption of Instructional Material Procedure
 [2020P](#)
 - b. Study and Survey Task Force Update
 - c. Prosser PTA Update
- V. Protocol for Addressing Board:
 [Welcome to the Board Meeting](#)
- VI. Hearing of Visitors:
- VII. Reports:
 - a. Assistant Superintendent's Report
 - b. Business Manager's Report
 [January 2016 Enrollment](#)
 [December 2015 Financial Reports](#)
 - c. Superintendent's Report
 - d. Board Members' Reports
 - e. Student Representatives' Reports
- VIII. Consent Items:
 - a. Certificated Personnel
 [Cert - January 19, 2016](#)
 - b. Classified Personnel

 [Class - January 19, 2016](#)

c. Approval of Minutes

 [Regular Board Meeting - January 5, 2016](#)

d. Contracts and Personal Service Agreements

e. Volunteer Coaches

IX. Old Business:

a. Superintendent's Mid-Year Evaluation

X. Action Items: REVISED

a. Donation from Prosser PTA

 [Donation from Prosser PTA](#)

b. School Building Approval

 [School Building Approval](#)

c. Contract for "Gap" Training - Revised

 [GAP Training Contract](#)

d. Transfer of Territory by Petition - RCW 28A.315.195 - Revised

 [Transfer of Territory](#)

e. Donation from the Edgar Whitehead Foundation - Revised

 [Whitehead Foundation Donation](#)

XI. Discussion Items:

a. WSSDA Legislative Conference

XII. Adjournment

XIII. Future Meetings:

- o Superintendent's Mid-Year Evaluation, Date and Time TBD
- o WSSDA Legislative Conference, January 31 - February 1, 2016 Bellevue
- o Regular Board Meeting, February 2, 2016, KRV MPR, 7:00 p.m.

BOARD PACKET

TO: Board of Directors
SUBJECT: 2020P: Course Design, Selection and Adoption of Instructional Materials Procedure
AGENDA: Information
DATE: January 19, 2016
PREPARED BY: Deanna Flores, *Assistant Superintendent*

Background:

On December 15, 2015, Policy 2020: Course Design, Selection and Adoption of Instructional Materials was amended and adopted by the Board of Directors. The accompanying procedure from WSSDA was recently reviewed and approved by the Instructional Leadership Committee. It is included in this board packet for your information.

Course Design, Selection and Adoption of Instructional Materials

For the purposes of this procedure, the definitions from Policy 2020 will apply.

District course design and core instructional materials should be regularly reviewed to ensure their ongoing alignment with state law, teaching and learning standards, and research-based best practices. All students will receive high quality core instruction and, as appropriate, strategic and intensive intervention supports matched to student needs.

Course Design

Existing Courses

The Superintendent or designee will establish a regular cycle of course design review and development that includes examination by review committees composed of District subject area coordinators and, as appropriate, external content area experts. This review cycle should be based on student need, changing demographics and funding. The cycle should cover each content area to ensure current course relevance. The course design process should review:

- Relevance, rigor, and alignment to state learning standards;
- Efficacy of core, alternative core, and intervention instructional materials that support student learning; and
- Processes and resources used to assess student progress and address teacher professional learning.

Recommendations of this review may lead to:

- Affirmation of continued use of current processes and instructional materials;
- Establishment of a timeline for completion of recommended tasks;
- Creation and assignment of tasks to subcommittees as required to select, write, or revise the course design;
- Recommendation of new instructional materials selection to the Instructional Materials Committee;
- Design of course implementation and staff development plans;
- Identification of projected budget needs in accordance with established timelines; and/or
- Maintained communications with impacted stakeholders.

New Courses or Major Modifications to Existing Courses

New course offerings or major course modifications that propose significant changes to course objectives or scope will be reviewed by the Superintendent or designee prior to being scheduled to ensure that the course is rigorous, utilizes appropriate instructional materials, and is a carefully considered part of the school's college and career pathways.

When the implementation of new or modified courses requires the adoption of new instructional resources, those resource recommendations will be forwarded to the Instructional Materials Committee for consideration by the process outlined below.

Selection and Adoption of Instructional Materials

For the purposes of this procedure, instructional materials used in the school district will be classified as core, alternative core, intervention, supplemental, and temporary supplemental and shall be selected according to the procedures that follow. The principal is responsible for ensuring the continuing familiarity of his/her certificated staff with the requirement of this policy and procedure. The district office will provide such technical assistance as may be necessary to accomplish this.

Roles and Responsibilities in the Selection and Adoption of Instructional Materials

Instructional Material Type	Role				
	Certificated Teaching Staff	Principal	Superintendent	Instructional Materials Committee (IMC)	School Board
Core material	identify		establish adoption procedure	recommend	adopt
Alternative core	identify		designate selector		
Intervention	identify		designate selector		
Supplemental	identify	designate selector			
Temporary Supplemental	select – within district guidelines				

Instructional Material Delivery Formats

Instructional materials may be delivered in many formats, and may include textbooks, technology-based materials, or other educational media.

Open Educational Resources

Open Educational Resources (OER) are teaching and learning resources that reside in the public domain or have been released under an intellectual property license that permits their free use and re-purposing by others. A wide variety of free, high quality instructional content is available from supplemental to core instructional materials. District staff are encouraged to consider OER when selecting instructional materials. OER are subject to the same selection and adoption procedures as other instructional materials outlined in this document.

Technology-based Resources

When instructional materials are technology based, district educational technology staff should be consulted regarding the technological impacts of the suggested program. Equity of access for students and teachers must be considered for all core materials delivered in digital formats.

Core Instructional Material Selection

Instructional Materials Committee

The Instructional Materials Committee (IMC) is formed to establish and monitor such procedures as may be necessary for the evaluation and recommendation of core materials used by the District in conformance to stated criteria. The committee will act upon requests for core material approval and will evaluate and act upon citizens' requests for reconsideration of core materials.

Committee meetings will be held on a schedule determined by the District. Special meetings may be called by the committee chairman if necessary. The committee secretary will provide department heads, principals and program developers with copies of the committee meeting schedule.

The committee will consist of administrators, teachers and parents. Instructional Materials Committees may include parents, but state law provides that parents must make up less than one-half the committee.

Members will be appointed by the Superintendent or designee through the district's committee process. Membership must be approved by the Board of Directors.

The chairman and the secretary will be permanent members of the committee. Other members will have three-year terms. Temporary appointments of one year or less may be made to fill vacancies.

Criteria for Selection of Core Instructional Materials

Core instructional materials shall be selected based upon the degree to which they:

- A. Demonstrate likelihood of impact as shown by scientific or evidence-based research;
- B. Enable implementation of the district's developed curriculum and meet state standards and College Readiness requirements;
- C. Provide sufficient flexibility to meet the varied needs and abilities of the students served;
- D. Provide clear and appropriate differentiation components for English Language Learners, special education students, students with academic opportunity gaps and highly capable students;
- E. Where appropriate, present balanced but differing views of issues, controversial or otherwise, in order that students may develop critical analysis and informed decision-making skills;
- F. Demonstrate consideration of appropriate format(s) (including technological, visual, and/or auditory components);
- G. Support an equitable access to learning and learning materials for all students; including the provision of appropriate, high-quality accessible instructional materials to all students with disabilities who require them; and

- H. Are free of stereotyping and gender, race, class, and other forms of bias, recognizing that under certain circumstances biased materials may serve as appropriate resources to present contrasting and differing points of view, and biased materials may be employed in order to teach students about bias, stereotyping, and propaganda in historical or contemporary contexts. The *Washington Models for the Evaluation of Bias Content Instructional Materials*, published by the Office of Superintendent of Public Instruction (OSPI) should be consulted in the selection process to further to the goal of eliminating content bias:
<https://www.k12.wa.us/CurriculumInstruct/InstructionalMaterialsReview.aspx>.

Identification of Core Instructional Materials

Core materials shall be initially selected by such certificated staff as the Superintendent or designee may assign. Materials must meet the Criteria for the Selection of Core Materials above.

Recommendation of Core Instructional Materials

The IMC will receive recommended district material proposals through Superintendent-assigned staff. Core material will be reviewed according to Superintendent-established procedures to ensure compliance with the above selection criteria and by using instructional material evaluation tools listed on the OSPI website:

<https://www.k12.wa.us/CurriculumInstruct/InstructionalMaterialsReview.aspx>

Based on their evaluation, the IMC will recommend instructional materials to the board for adoption.

Adoption of Core Instructional Materials

Core material will be approved by the board prior to their use in classrooms. Texts selected previously are exempt from this requirement.

Regularly Scheduled Core Material Updates

Any courses using OER as their core material shall annually convene a representative group of District teachers of the course to revise and improve the core material. Adaptations shall be based on teacher and student suggestions and data from state or District assessments identifying areas of lower student performance. Revised versions of the core material will be implemented for the following school year.

If the adaptations to the core material results in significant changes to course objectives or scope, the revised resource shall be forwarded to the Instructional Materials Committee for consideration and formal recommendation for board adoption.

Exceptional Needs or Rapidly Changing Circumstances

The Superintendent or designee may authorize the acquisition of alternative core instructional materials to meet exceptional needs or rapidly changing circumstances. However, expanded use of core instructional materials selected for exceptional needs will require adoption through the formal process.

College in the High School, Advanced Placement (AP), and/or International Baccalaureate (IB)

College in the High School, AP, and/or IB courses may have varying course designs as necessitated by their course credit transfer requirements.

Field Testing

The Superintendent or designee may consider the use of field testing as part of the adoption process. Field testing can provide a flexible opportunity to investigate the effectiveness of curricular approaches, instructional materials, and/or assessment resources through careful experimentation for an identified purpose based on student needs.

Trial-use core instructional material of an experimental, field-test nature may be authorized for use by the Superintendent for a period of no more than one school year prior to adoption through the formal process.

Citizen Access to View Core Materials

Members of the community are invited to review any core instructional materials in current or proposed use. Such review may be accomplished at the school, in the district office, or online.

The review and examination process should be arranged in a way to avoid disrupting the educational program. The review of core materials should be undertaken with the knowledge of district objectives in mind.

Intervention Instructional Material Selection

Instructional materials designed to support strategic or intensive intervention for students who are at risk of not meeting established learning standards will be approved by the Superintendent or designee based upon evidence from reputable sources (e.g., National Center on Response to Intervention, Johns Hopkins Best Evidence Encyclopedia).

Alternative Core Instructional Material Selection

The Superintendent, or designee, will establish procedures through which schools may be approved to use alternative core materials for specialized course offerings or flexible learning environments. In many cases, the superintendent may decide that selection of these alternative core materials be made by certificated staff designated by the building principal.

Supplemental Material Selection

Supplemental materials will not require IMC approval or board adoption.

The Superintendent shall delegate responsibility for examining, evaluating, and selecting all supplemental and temporary supplemental materials to the principal or professional staff of the district. This includes preparing all student reading lists using state standards-aligned resources/repositories. Staff will rely on reason and professional judgment in the selection of high quality supplemental materials that align to state learning standards and are appropriate for the instructional program and developmental level and interests of their students. While

supplemental materials do not require item-by-item approval of the IMC, staff are expected to thoroughly preview such materials and to give due consideration to the text complexity, developmental level of students; appropriateness of language or images; bias against racial, gender, ethnic, or other social groups; and other sensitive issues.

Temporary Supplemental Material Selection

Professional staff of the district will rely on reason and professional judgment in the selection of high quality temporary supplemental materials that are appropriate for the instructional program and developmental level and interests of their students.

Protest Procedure for Instructional Materials

When a parent/guardian or employee challenges any instructional materials used or restricted from use in the schools, the following steps should be taken:

1. Concerns should first be discussed with the certificated teacher and/or the school principal. All parties are urged to resolve the concern at this level.
2. If the concerns cannot be resolved through discussion at the school level, the following steps will be taken and the challenged instructional material will continue to be used until a decision is rendered:
 - a. If the challenged instructional material is supplemental in nature, at a parent's written request to the principal, the supplemental material may be asked to be withdrawn from their student. The principal shall facilitate a meeting of the complainant(s) and appropriate school staff. Following the meeting, the principal shall respond with a written decision. If warranted by the scope of the supplemental material, an appeal may be submitted to the Superintendent or designee requesting review by the Instructional Materials Committee and a written decision.
 - b. If the instructional material is core, alternative core, or intervention material, the parent/guardian or employee may register a request for reconsideration with the Superintendent or designee. This request will be forwarded to the Instructional Materials Review committee. The IMC will review the complaint and establish a timely process for public consideration of the complaint, if appropriate.

All instructional material reconsideration decisions will be by majority vote of the IMC and are final. Decisions of the committee will be delivered in writing to the Superintendent, complainant, and affected staff within ten (10) school business days.

SCHOOL BOARD MEETINGS

Prosser School District No. 116 * 1126 Meade Avenue, Suite A * Prosser, WA 99350

Welcome to a meeting of Prosser School District Board of Directors!

Your views and interest in education are important to us and to your schools. Whether your visit is for the purpose of bringing information to the board's attention, solving a problem, or simply to see what's going on, we hope you'll feel welcome and comfortable at this meeting. We also hope that you will leave with a better understanding of your school district and its board of directors.

How the Board Operates

As the board meeting progresses, you may notice that there is quick action on some items. This is because the board generally considers an issue for several meetings before taking action, and also because background materials on the various items are sent to members for their careful study prior to the meeting. Sometimes the board will approve a motion that encompasses many items. These items, grouped under the "consent" portion of the agenda, are considered routine. You'll be able to follow the action more carefully if you pick up a copy of the agenda that is available.

Board members are: Bill Jenkin, President; Dr. Warren Barmore, Vice-President; Bruce Matsumura, Peggy Douglas and Andy Howe, WIAA representative. Student representatives: Tye Taylor, Taylor Beightol, Zebbie Castilleja & Juan Guerra

About Board Meetings

Business meetings are held twice each month, usually on the 1st and 3rd Tuesdays. The first meeting of the month is also a time for the various educational programs of the district to provide an educational presentation to the Board. These meetings begin at 7:00 p.m.

The board encourages input on all issues under discussion at the business meetings.

About Executive Sessions

The board may occasionally go into executive session, thus excluding the public and the news media from witnessing the discussion. You should know though, that the board will only discuss issues in executive session. It must, by law, take all actions in an open meeting. The law also limits what the board can legally discuss in executive session. These closed discussions may only concern litigation, personnel selection or evaluation, negotiations, complaints against an officer or staff member or real estate transactions where public disclosure would be damaging to individuals or the general welfare of the district. Before going into executive session, the board president must estimate the time the board will return to open session.

Study Sessions

Board Study Sessions are held by the board to address specific issues and to give the board an opportunity to have staff make presentations regarding specific areas of instruction or operation. Study sessions are open meetings and offer the community an opportunity to hear the issues being discussed. Study sessions follow the same protocols as regular board meetings for addressing the board with questions or concerns.

Addressing the Board

You may present a concern to the board during the time reserved for hearing public comment. If this is the case we ask that you:

- Prior to the start of the meeting, sign in, noting the topic you intend to address to the board.
- Come to the microphone and state your name.
- Do not reflect adversely on the political or economic view, ethnic background, character or motives of any individual.
- Do keep your comments concise, non-emotional and brief.

The board is interested in hearing your concerns and your compliments too. It's best to call the superintendent's office a

couple of days before the meeting. If this isn't possible, you can ask the board president to recognize you during the hearing section.

Board Hearings

The school board can be compared to a "court of last resort." If a concern cannot be solved by first talking with the teacher, principal, or appropriate district personnel, it may be forwarded to the board for hearing. Sometimes this hearing may be conducted in "executive session," meaning the public and the media are not in attendance.

About Your Board

Public schools are especially close to the communities they serve because they are governed by men and women selected from the community. These men and women - your school board; are volunteers who spend a great deal of time on the many details involved in providing quality education.

Board members serve four-year terms. They are required to file financial disclosure statements with the Washington State Public Disclosure Commission and must be registered voters of the school district

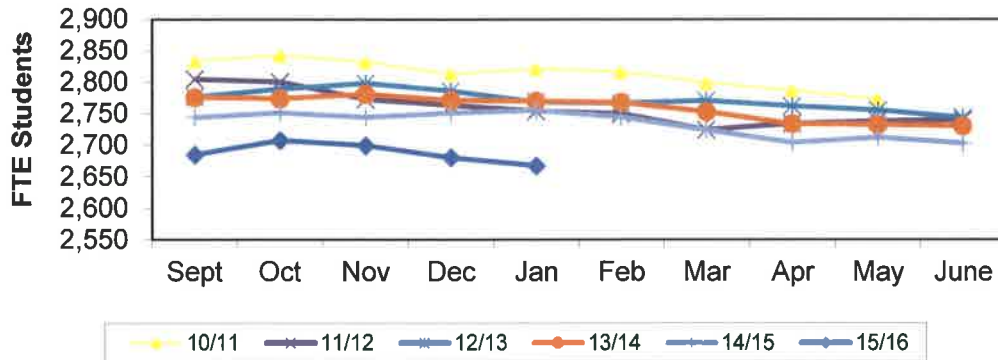
School board members attend meetings, keep communications open with other members of the community and represent the needs of the district before local, state and national representatives. They make critical decisions that have a direct impact on what children learn and how they learn it. However, a school board is a legal body and can only make decisions as a body.

You may notice that many of the decisions the board must make are not directly related to instruction. School board members are also responsible for keeping the buildings and grounds in good shape, balancing the budget, protecting the district's legal interests, and providing for long-range planning.

Student Enrollment for January 2016

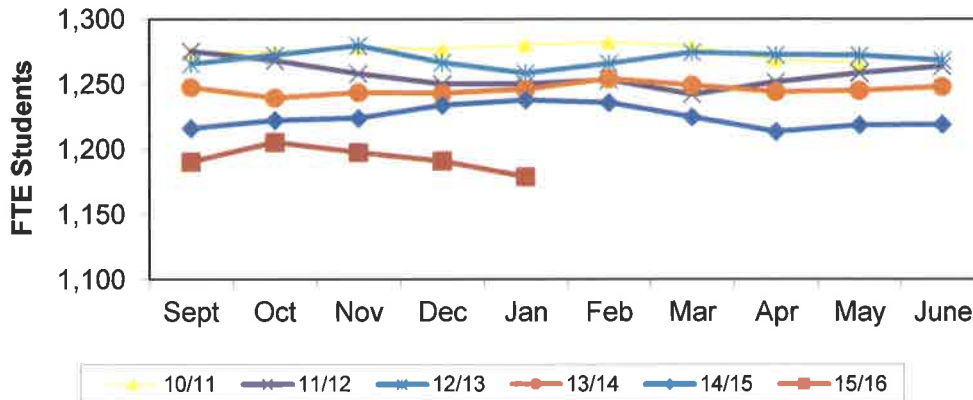


Monthly Enrollment from 10/11 to 15/16



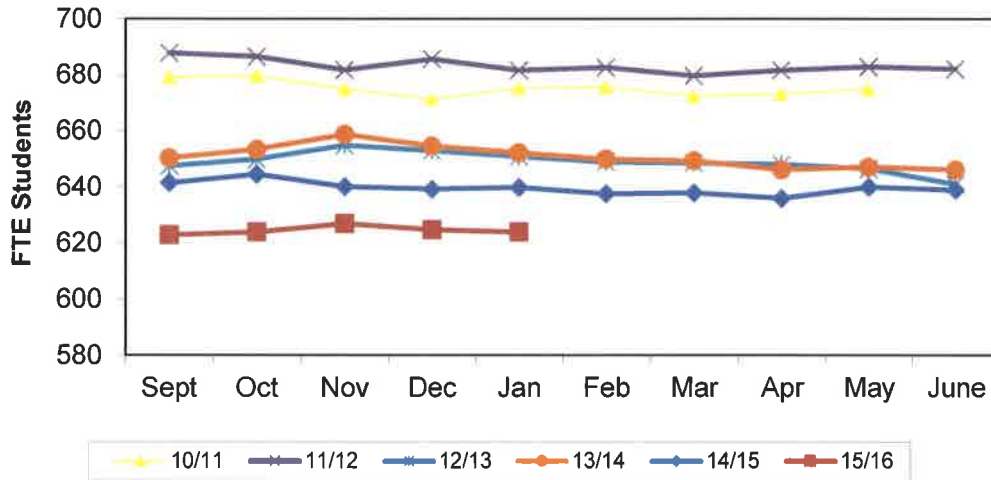
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
10/11	2,835	2,844	2,833	2,814	2,822	2,817	2,800	2,788	2,774		2,811
11/12	2,805	2,801	2,773	2,764	2,755	2,750	2,725	2,735	2,739	2,741	2,759
12/13	2,777	2,790	2,799	2,787	2,769	2,767	2,772	2,763	2,756	2,744	2,772
13/14	2,777	2,774	2,782	2,772	2,771	2,769	2,753	2,735	2,733	2,731	2,760
14/15	2,745	2,752	2,745	2,752	2,756	2,745	2,725	2,705	2,713	2,703	2,734
15/16 Bud											2,675
(Under) Over											13

Elementary Enrollment from 10/11 to 15/16



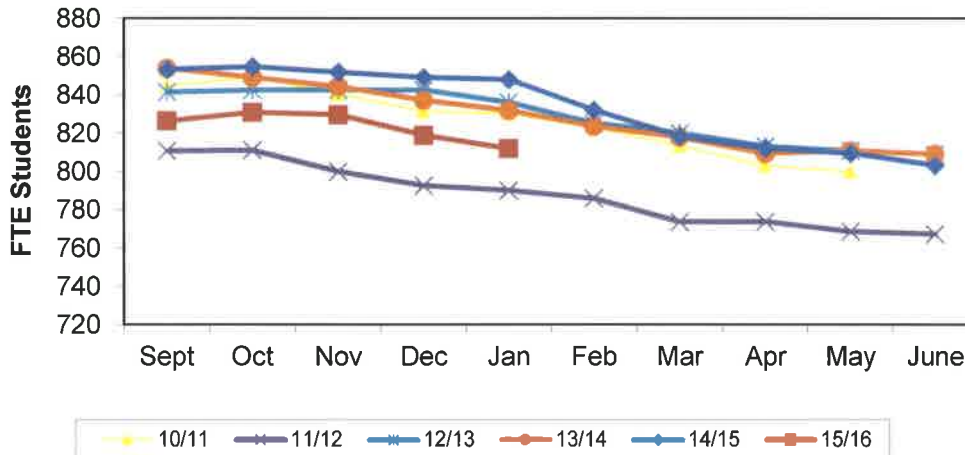
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
10/11	1,275	1,276	1,279	1,278	1,281	1,283	1,280	1,269	1,267		1,276
11/12	1,276	1,268	1,258	1,250	1,250	1,253	1,242	1,252	1,259	1,264	1,257
12/13	1,266	1,273	1,280	1,267	1,259	1,266	1,275	1,273	1,273	1,269	1,270
13/14	1,248	1,240	1,244	1,243	1,246	1,254	1,249	1,244	1,245	1,248	1,246
14/15	1,217	1,223	1,224	1,234	1,238	1,236	1,225	1,214	1,219	1,219	1,225
15/16 Bud											1,198
(Under) Over											-5

HMS Enrollment from 10/11 to 15/16



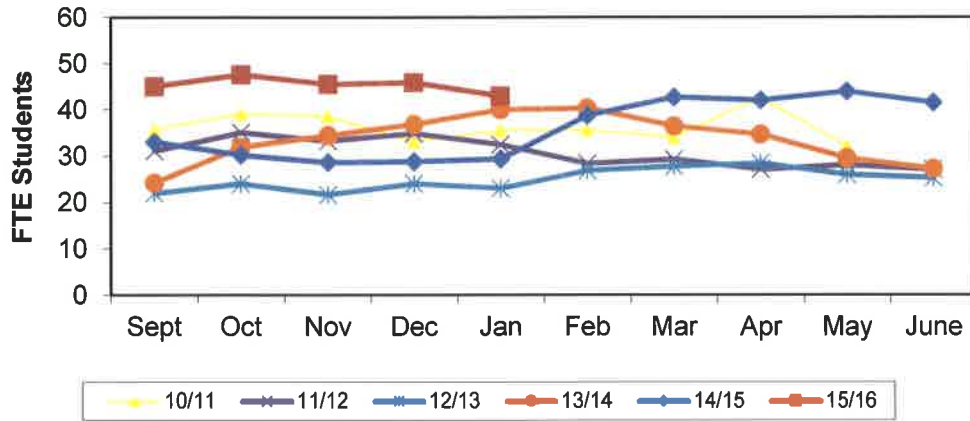
	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
10/11	679	680	675	671	675	676	673	673	675	675	675
11/12	688	687	682	686	682	683	680	682	683	682	683
12/13	648	650	655	653	651	649	649	648	647	641	649
13/14	651	654	659	655	652	650	649	646	647	646	651
14/15	642	645	640	639	640	638	638	636	640	639	640
15/16	623	624	627	625	624						625
15/16 Bud											627
(Under) Over											-2

PHS Enrollment from 10/11 to 15/16



	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average
10/11	845	849	841	832	830	823	814	803	800	824	824
11/12	811	811	800	793	790	786	774	774	769	767	787
12/13	842	843	843	843	836	825	820	813	811	809	829
13/14	854	849	844	837	832	824	818	809	811	809	829
14/15	853	855	852	849	848	832	819	812	810	803	833
15/16	826	831	830	819	812						824
15/16 Bud											815
(Under) Over											9

Prosser Falls Enrollment from 10/11 to 15/16



	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Average	
10/11	36	39	39	33	36	36	34	43	32		36	
11/12	31	35	33	35	33	28	29	27	28	27	31	
12/13	22	24	22	24	23	27	28	28	26	25	25	
13/14	24	32	34	37	40	40	37	35	30	27	34	
14/15	33	30	29	29	29	39	43	42	44	42	36	
15/16	45	48	46	46	43						45	*
15/16 Bud											35	
(Under) Over											10	

* not including 34 students in the after school credit retrieval program

December 2015 Financial Reports



PROSSER SCHOOL DISTRICT NO.116

2015-2016 Budget Status Report

10--General Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT

Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of December, 2015

A. REVENUES/OTHER FIN. SOURCES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 LOCAL TAXES	3,866,060	38,801.54	1,696,247.61		2,169,812.39	43.88
2000 LOCAL SUPPORT NONTAX	360,212	51,789.53	267,095.52		93,116.48	74.15
3000 STATE, GENERAL PURPOSE	19,657,042	1,621,577.32	6,281,061.81		13,375,980.19	31.95
4000 STATE, SPECIAL PURPOSE	5,972,926	469,438.99	1,681,628.28		4,291,297.72	28.15
5000 FEDERAL, GENERAL PURPOSE	61,000	1,262.95	19,449.37		41,550.63	31.88
6000 FEDERAL, SPECIAL PURPOSE	2,772,120	199,622.71	793,077.93		1,979,042.07	28.61
7000 REVENUES FR OTH SCH DIST	20,000	.00	23,710.80		3,710.80-	118.55
8000 OTHER AGENCIES AND ASSOCIATES	0	.00	.00		.00	0.00
9000 OTHER FINANCING SOURCES	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>32,709,360</u>	<u>2,382,493.04</u>	<u>10,762,271.32</u>		<u>21,947,088.68</u>	<u>32.90</u>
B. EXPENDITURES						
00 Regular Instruction	17,637,714	1,479,815.48	6,003,650.59	9,402,732.02	2,231,331.39	87.35
10 Federal Stimulus	0	.00	.00	0.00	.00	0.00
20 Special Ed Instruction	3,378,250	264,291.02	1,070,404.66	1,803,339.43	504,505.91	85.07
30 Voc. Ed Instruction	1,116,660	81,215.39	354,170.02	574,986.88	187,503.10	83.21
40 Skills Center Instruction	0	.00	.00	0.00	.00	0.00
50+60 Compensatory Ed Instruct.	3,393,667	193,521.62	799,499.54	1,371,933.19	1,222,234.27	63.98
70 Other Instructional Pgms	84,065	7,345.25	24,323.38	34,567.93	25,173.69	70.05
80 Community Services	86,759	.00	.00	0.00	86,759.00	0.00
90 Support Services	7,311,503	613,440.00	2,465,163.95	2,808,701.87	2,037,637.18	72.13
<u>Total EXPENDITURES</u>	<u>33,008,618</u>	<u>2,639,628.76</u>	<u>10,717,212.14</u>	<u>15,996,261.32</u>	<u>6,295,144.54</u>	<u>80.93</u>
C. <u>OTHER FIN. USES TRANS. OUT (GL 536)</u>	0	.00	.00			
D. <u>OTHER FINANCING USES (GL 535)</u>	0	.00	.00			
E. EXCESS OF REVENUES/OTHER FIN.SOURCES						
<u>OVER(UNDER) EXP/OTH FIN USES (A-B-C-D)</u>	299,258-	257,135.72-	45,059.18		344,317.18	115.06-
F. <u>TOTAL BEGINNING FUND BALANCE</u>	2,702,982		3,112,195.90			
G. <u>G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	XXXXXXXXXX		.00			
H. <u>TOTAL ENDING FUND BALANCE</u>	2,403,724		3,157,255.08			
I. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted For Other Items	90,000		.00			
G/L 815 Restrict Unequalized Deduct Rev	0		.00			
G/L 821 Restrictd for Carryover	105,000		78,659.01			
G/L 825 Restricted for Skills Center	0		.00			
G/L 828 Restricted for C/O of FS Rev	0		.00			
G/L 830 RESERVE FOR DEBT	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms	100,000		112,112.95			
G/L 845 Restricted for Self-Insurance	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 872 Committd to Econmc Stabilizatr	0		.00			
G/L 875 Assigned Contingencies	0		.00			
G/L 884 Assigned to Other Cap Projects	0		.00			
G/L 888 Assigned to Other Purposes	0		.00			
G/L 890 Unassigned Fund Balance	2,108,724		2,966,483.12			
G/L 891 Unassigned Min Fnd Bal Policy	0		.00			
<u>TOTAL</u>	<u>2,403,724</u>		<u>3,157,255.08</u>			

PROSSER SCHOOL DISTRICT NO.116
Balance Sheet
General Fund (10)
December 31, 2015

GL	Description	Balance
200	Imprest Cash	10,000.00
230	Cash on Hand	0.00
240	Cash on Deposit with County	1,251,199.26
241	Warrants Outstanding	-1,227,841.87
310	Taxes Receivable	106,617.84
320	Due from Other Funds	63.25
330	Due from Other Govt Units	119,466.28
340	Accounts Receivable	15,122.69
420	Inventory-Lunchrooms	16,962.09
430	Prepaid Items	0.00
450	Investments	2,986,648.00
---	Asset	3,278,237.54
601	Accounts Payable	-7,800.90
605	Accrued Salaries	0.00
610	Payroll Ded and Taxes Payable	0.00
630	Due to Other Govt Units	-6,563.72
750	Unavailable Revenue	0.00
760	Unavailable Taxes Receivable	-106,617.84
---	Liability	-120,982.46
821	Restricted for C/O Revenues	-78,659.01
840	Nonspendable Fund Balance	-112,112.95
890	Unassigned Fund Balance	-2,966,483.12
---	Equity	-3,157,255.08
---	General Fund	0.00

**PROSSER SCHOOL DISTRICT NO. 116
Expenditures by Object - Comparative
December 2015**

		2014-15			2015-16			
		December	Y.E.	YTD	December	YTD	YTD	
		YTD	Actual	Expend as a % of Y.E.	YTD	Budget	Expend as a % of Bud	
0	Debit Transfer	\$44,289	\$156,518	28.30%	\$43,019	\$170,586	25.22%	
1	Credit Transfer	(44,289)	(156,518)	28.30%	(43,019)	(170,586)	25.22%	
2	Salaries - Certificated	4,286,758	12,768,353	33.57%	4,490,048	13,223,483	33.96%	
3	Salaries - Classified	1,788,923	5,318,085	33.64%	1,829,643	5,520,263	33.14%	
4	Employee Benefits	2,398,944	7,146,218	33.57%	2,599,792	7,991,744	32.53%	
5	Supplies	735,210	2,093,803	35.11%	810,448	2,891,642	28.03%	
7	Contract Services	965,099	2,616,510	36.88%	929,982	3,226,111	28.83%	
8	Travel	34,650	112,714	30.74%	22,506	55,375	40.64%	
9	Capital Outlay	11,923	179,119	6.66%	34,795	100,000	34.79%	
		<u>\$10,221,507</u>	<u>\$30,234,802</u>	<u>33.81%</u>	<u>\$10,717,212</u>	<u>\$33,008,618</u>	<u>32.47%</u>	

* Object 7 Contract Services - Budget includes Grant Reserve of \$600,000
Without these reserves the YTD % would be 35.40%

PROSSER SCHOOL DISTRICT NO. 116
Expenditures by Program - Comparative
December 2015

	2014-15			2015-16			
	December YTD	Y.E. Actual	YTD Expend as a % of Y.E.	December YTD	Budget	YTD Expend as a % of Bud	
01 Basic Education	\$5,493,373	\$15,945,010	34.45%	\$6,003,651	\$17,637,714	34.04%	
21 Special Ed, State	923,718	2,634,264	35.07%	883,657	2,801,384	31.54%	
22 Special Ed. Infants & Tdlrs	32,841	82,336	39.89%	33,831	90,057	37.57%	
24 Special Ed, Fed	173,933	505,396	34.42%	152,917	486,809	31.41%	
31 Vocational, State	336,081	1,088,706	30.87%	354,170	1,097,886	32.26%	
38 Vocational, Fed	0	18,797	0.00%	0	18,774	0.00%	
51 Title I Part A	181,301	655,189	27.67%	162,303	594,715	27.29%	
52 Sch Im Fed	52,514	141,069	37.23%	24,387	90,616	26.91%	
53 Migrant, Fed	87,458	381,619	22.92%	96,148	356,822	26.95%	
55 Learning Assistance	226,822	766,241	29.60%	288,064	898,234	32.07%	
58 Special & Pilot Prgm	64,385	264,578	24.33%	5,699	168,760	3.38%	TPEP, National Cert Bonus
58 Grant Contingency	0	0	0.00%	0	600,000	0.00%	
64 Ltd English Proficiency	38,065	79,741	47.74%	36,876	88,402	41.71%	
65 Transit. Biling., State	170,406	575,603	29.60%	186,022	596,118	31.21%	
71 Traffic Safety	14,074	47,993	29.33%	13,831	55,134	25.09%	
74 Highly Capable	8,531	23,180	36.80%	9,697	23,931	40.52%	
79 Other Instuct.	1,144	3,360	0.00%	796	5,000	15.92%	GEARUP (all reimbursed)
89 Other Community Service	0	48,619	0.00%	0	86,759	0.00%	Summer Food Service Program, Year End Transportation Adjustment
97 District-Wide Support	1,601,654	4,648,074	34.46%	1,616,154	4,778,747	33.82%	
98 Food Service	400,338	1,182,262	33.86%	427,999	1,276,303	33.53%	
99 Pupil Transportation	414,868	1,142,764	36.30%	421,012	1,256,453	33.51%	
	<u>\$10,221,507</u>	<u>\$30,234,802</u>	<u>33.81%</u>	<u>\$10,717,212</u>	<u>\$33,008,618</u>	<u>32.47%</u>	

**PROSSER SCHOOL DISTRICT NO. 116
Expenditures by Activity - Comparative
December 2015**

	2014-15			2015-16			
	December YTD	Y.E. Actual	YTD Expend as a % of Y.E.	December YTD	Budget	YTD Expend as a % of Bud	
11 Board - Supplies	\$65	\$1,552	4.22%	\$10	\$750	1.37%	
11 Board - Legal fees	17,289	77,362	22.35%	50,827	75,000	67.77%	
11 Board - Audit, bargaining, elections, etc.	4,021	27,485	14.63%	9,732	46,700	20.84%	WASA Dues \$1,987, Bargaining \$4,000, WSSDA Conf \$2,670, LEG Conf \$1,075
11 Board - Travel	1,771	2,626	100.00%	2,242	2,800	80.05%	
12 Superintendent's Office	109,306	332,855	32.84%	111,590	346,013	32.25%	
13 Business Office	172,289	555,567	31.01%	186,736	573,227	32.58%	
14 Human Resources	23,993	79,140	30.32%	20,570	69,890	29.43%	
15 Communications Consultant	1,667	5,000	33.33%	1,667	5,000	33.33%	
21 Supervision	249,879	770,852	32.42%	243,888	816,226	29.88%	
22 Learning Resources	101,844	272,520	37.37%	97,372	299,804	32.48%	
23 Principal	735,735	2,145,693	34.29%	711,806	2,214,214	32.15%	
24 Guidance & Counseling	266,791	787,713	33.87%	269,793	836,320	32.26%	
25 Pupil Management/Safety	89,622	322,940	27.75%	87,650	273,591	32.04%	
26 Health Services	341,565	991,133	34.46%	361,454	1,110,617	32.55%	
27 Teaching	5,442,023	16,420,213	33.14%	5,870,531	18,106,695	32.42%	Budget includes \$600,000 grant reserve
28 Extracurricular	188,538	480,693	39.22%	218,198	599,543	36.39%	
31 Professional Development	372,284	972,893	38.27%	376,630	991,013	38.00%	
32 Instructional Technology	8,299	16,605	49.98%	10,001	17,008	58.80%	Technology Resource Teachers
33 Curriculum	9,365	48,250	0.00%	4,724	381,500	1.24%	
41 Food Service Supervision	20,261	61,527	32.93%	21,406	63,788	33.56%	
42 Food	181,366	561,821	32.28%	191,033	631,500	30.25%	
44 Food Service Operations	199,677	638,251	31.38%	215,560	697,910	30.89%	
49 Food Service Transfers	(965)	(41,449)	2.33%	0	(61,136)	0.00%	
51 Transportation Supervision	44,612	139,249	32.04%	48,708	137,867	35.33%	
52 Operating Buses	296,883	842,058	35.26%	287,283	952,984	30.15%	
53 Maintenance of Buses	80,520	233,950	34.42%	89,650	227,877	39.34%	
56 Transportation Insurance	34,499	38,499	89.61%	37,944	42,000	90.34%	
59 Transportation Transfers	(42,948)	(114,320)	37.57%	(42,573)	(109,450)	38.90%	
61 Maintenance Supervision	37,342	111,685	33.43%	38,952	114,175	34.12%	
62 Maintenance-Grounds	79,082	243,222	32.51%	91,145	246,002	37.05%	
63 Plant Operations-Custodial	355,898	1,065,881	33.39%	351,466	1,107,568	31.73%	
64 Maint Plant/Equipment	134,389	496,011	27.09%	126,889	461,349	27.50%	
65 Utilities	209,111	764,960	27.34%	151,170	777,249	19.45%	
68 Insurance	175,819	175,819	100.00%	195,974	190,000	103.14%	
72 Technology - Salary/Benefits	79,081	237,250	33.33%	85,824	261,233	32.85%	
72 Technology - Supplies	129,305	243,281	53.15%	104,616	197,800	52.89%	
72 Technology - Contract Services	49,864	135,430	36.82%	34,232	149,100	22.96%	
72 Technology - Travel	193	3,138	6.13%	1,571	4,000	39.27%	
72 Technology - Capital Outlay	0	0	0.00%	0	0	0.00%	
72 Technology - ERATE	7,681	25,219	30.46%	26,308	107,391	24.50%	
73 Printing	3,071	43,835	7.01%	21,294	30,000	70.98%	
75 District Motor Pool	10,418	20,426	51.00%	3,339	13,500	24.73%	
	<u>\$10,221,507</u>	<u>\$30,234,802</u>	<u>33.81%</u>	<u>\$10,717,212</u>	<u>\$33,008,618</u>	<u>32.47%</u>	

PROSSER SCHOOL DISTRICT NO.116

2015-2016 Budget Status Report

20--Capital Projects-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT

Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of December, 2015

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Support Nontax	13,000	400.37	5,105.07		7,894.93	39.27
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
7000 Revenues Fr Oth Sch Dist	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>13,000</u>	<u>400.37</u>	<u>5,105.07</u>		<u>7,894.93</u>	<u>39.27</u>
<u>B. EXPENDITURES</u>						
10 Sites	0	.00	.00	0.00	.00	0.00
20 Buildings	0	.00	.00	0.00	.00	0.00
30 Equipment	13,000	.00	.00	0.00	13,000.00	0.00
40 Energy	0	.00	.00	0.00	.00	0.00
50 Sales & Lease Expenditure	0	.00	.00	0.00	.00	0.00
60 Bond Issuance Expenditure	0	.00	.00	0.00	.00	0.00
90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>13,000</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>13,000.00</u>	<u>0.00</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>						
	0	.00	.00			
<u>D. OTHER FINANCING USES (GL 535)</u>						
	0	.00	.00			
<u>E. EXCESS OF REVENUES/OTHER FIN. SOURCES</u>						
<u>OVER(UNDER)EXP/OTH FIN USES (A-B-C-D)</u>	<u>0</u>	<u>400.37</u>	<u>5,105.07</u>		<u>5,105.07</u>	<u>0.00</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>						
	36		37.65			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>						
	XXXXXXXXXX		.00			
<u>H. TOTAL ENDING FUND BALANCE</u>						
	36		5,142.72	<u>(E+F + OR - G)</u>		
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 825 Restricted for Skills Center	0		.00			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 861 Restricted from Bond Proceeds	0		.00			
G/L 862 Committed from Levy Proceeds	0		.00			
G/L 863 Restricted from State Proceeds	0		.00			
G/L 864 Restricted from Fed Proceeds	0		.00			
G/L 865 Restricted from Other Proceeds	0		37.65			
G/L 866 Restrictd from Impact Proceeds	0		.00			
G/L 867 Restricted from Mitigation Fees	0		.00			
G/L 869 Restricted fr Undistr Proceeds	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	36		5,105.07			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>36</u>		<u>5,142.72</u>			

PROSSER SCHOOL DISTRICT NO.116
Balance Sheet
Capital Projects Fund (20)
December 31, 2015

<u>GL</u>	<u>Description</u>	<u>Balance</u>
230	Cash on Hand	0.00
240	Cash on Deposit with County	0.42
241	Warrants Outstanding	0.00
450	Investments	5,367.00
---	Asset	5,367.42
601	Accounts Payable	-224.70
640	Due To Other Funds	0.00
---	Liability	-224.70
865	Restricted from Other Proceeds	-37.65
889	Assigned to Fund Purposes	-5,105.07
---	Equity	-5,142.72
---	Capital Projects	0.00

PROSSER SCHOOL DISTRICT NO.116

2015-2016 Budget Status Report

30--Debt Service Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT

Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of December, 2015

	ANNUAL	ACTUAL	ACTUAL	ENCUMBRANCES	BALANCE	PERCENT
<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>BUDGET</u>	<u>FOR MONTH</u>	<u>FOR YEAR</u>			
1000 Local Taxes	0	3.22	52.27		52.27-	0.00
2000 Local Support Nontax	1,000	128.20	493.24		506.76	49.32
3000 State, General Purpose	0	.00	.00		.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
6000 Federal, Special Purpose	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>Total REVENUES/OTHER FIN. SOURCES</u>	<u>1,000</u>	<u>131.42</u>	<u>545.51</u>		<u>454.49</u>	<u>54.55</u>
<u>B. EXPENDITURES</u>						
Matured Bond Expenditures	0	.00	.00	0.00	.00	0.00
Interest On Bonds	0	.00	.00	0.00	.00	0.00
Interfund Loan Interest	0	.00	.00	0.00	.00	0.00
Bond Transfer Fees	0	.00	.00	0.00	.00	0.00
Arbitrage Rebate	0	.00	.00	0.00	.00	0.00
Underwriter's Fees	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>0</u>	<u>.00</u>	<u>.00</u>	<u>0.00</u>	<u>.00</u>	<u>0.00</u>
<u>C. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>D. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>E. EXCESS OF REVENUES/OTHER FIN.SOURCES</u>						
<u>OVER(UNDER)EXPENDITURES (A-B-C-D)</u>	<u>1,000</u>	<u>131.42</u>	<u>545.51</u>		<u>454.49-</u>	<u>45.45-</u>
<u>F. TOTAL BEGINNING FUND BALANCE</u>	<u>919,910</u>		<u>919,904.66</u>			
<u>G. G/L 898 PRIOR YEAR ADJUSTMENTS (+OR-)</u>	<u>XXXXXXXXXX</u>		<u>.00</u>			
<u>H. TOTAL ENDING FUND BALANCE</u>	<u>920,910</u>		<u>920,450.17</u>	<u>(E+F + OR - G)</u>		
<u>I. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted for Other Items	0		.00			
G/L 830 Restricted for Debt Service	920,910		920,450.17			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>920,910</u>		<u>920,450.17</u>			

PROSSER SCHOOL DISTRICT NO.116
Balance Sheet
Debt Service Fund (30)
December 31, 2015

<u>GL</u>	<u>Description</u>	<u>Balance</u>
240	Cash on Deposit with County	0.17
310	Taxes Receivable	6,150.44
450	Investments	920,450.00
---	Asset	926,600.61
760	Unavailable Taxes Receivable	-6,150.44
---	Liability	-6,150.44
830	Restricted for Debt Service	-920,450.17
---	Equity	-920,450.17
---	Debt Service Fund	0.00

PROSSER SCHOOL DISTRICT NO.116

2015-2016 Budget Status Report

40--Associated Student Body Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT

Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of December, 2015

A. REVENUES	ANNUAL BUDGET	ACTUAL FOR MONTH	ACTUAL FOR YEAR	ENCUMBRANCES	BALANCE	PERCENT
1000 General Student Body	122,330	9,825.44	68,228.15		54,101.85	55.77
2000 Athletics	196,955	13,151.46	72,567.85		124,387.15	36.84
3000 Classes	22,838	278.00	9,286.97		13,551.03	40.66
4000 Clubs	216,755	5,192.75	58,822.97		157,932.03	27.14
6000 Private Moneys	19,050	2,442.45	9,609.28		9,440.72	50.44
<u>Total REVENUES</u>	577,928	30,890.10	218,515.22		359,412.78	37.81
B. EXPENDITURES						
1000 General Student Body	104,186	12,861.48	40,406.02	9,760.57	54,019.41	48.15
2000 Athletics	177,176	17,199.31	81,160.77	25,161.49	70,853.74	60.01
3000 Classes	29,350	2,235.80	7,126.40	756.79	21,466.81	26.86
4000 Clubs	236,439	9,473.17	56,027.06	28,751.35	151,660.59	35.86
6000 Private Moneys	20,600	5,246.82	6,370.09	0.00	14,229.91	30.92
<u>Total EXPENDITURES</u>	567,751	47,016.58	191,090.34	64,430.20	312,230.46	45.01
C. EXCESS OF REVENUES						
<u>OVER (UNDER) EXPENDITURES</u>	<u>(A-B)</u>	10,177	16,126.48-	27,424.88	17,247.88	169.48
D. TOTAL BEGINNING FUND BALANCE	328,272		342,810.00			
E. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)	XXXXXXXXXX		.00			
F. TOTAL ENDING FUND BALANCE	338,449		370,234.88	<u>C+D + OR - E)</u>		
G. ENDING FUND BALANCE ACCOUNTS:						
G/L 810 Restricted for Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	338,449		370,234.88			
G/L 840 Nonspnd FB - Invent/Prepd Itms	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 870 Committed to Other Purposes	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	338,449		370,234.88			

PROSSER SCHOOL DISTRICT NO.116
Balance Sheet
Associated Student Body Fund (40)
December 31, 2015

<u>GL</u>	<u>Description</u>	<u>Balance</u>
200	Imprest Cash	32,000.00
230	Cash on Hand	0.00
240	Cash on Deposit with County	47,223.76
241	Warrants Outstanding	-47,220.92
430	Prepaid Items	0.00
450	Investments	338,734.00
---	Asset	370,736.84
601	Accounts Payable	-438.71
640	Due To Other Funds	-63.25
750	Unavailable Revenue	0.00
---	Liability	-501.96
819	Restricted for Fund Purposes	-370,234.88
840	Nonspendable Fund Balance	0.00
---	Equity	-370,234.88
---	Associated Student Body Fund	0.00

PROSSER SCHOOL DISTRICT NO.116

2015-2016 Budget Status Report

90--Transportation Vehicle Fund-- FUND BALANCE -- AGENCY ACCOUNTS -- Original -- BUDGET-STATUS-REPORT

Fiscal Year 2015 (September 1, 2015 - August 31, 2016)

For the PROSSER SCHOOL DISTRICT NO.116 School District for the Month of December, 2015

<u>A. REVENUES/OTHER FIN. SOURCES</u>	<u>ANNUAL BUDGET</u>	<u>ACTUAL FOR MONTH</u>	<u>ACTUAL FOR YEAR</u>	<u>ENCUMBRANCES</u>	<u>BALANCE</u>	<u>PERCENT</u>
1000 Local Taxes	0	.00	.00		.00	0.00
2000 Local Nontax	175	52.97	171.34		3.66	97.91
3000 State, General Purpose	0	.00	.00		.00	0.00
4000 State, Special Purpose	175,000	.00	.00		175,000.00	0.00
5000 Federal, General Purpose	0	.00	.00		.00	0.00
8000 Other Agencies and Associates	0	.00	.00		.00	0.00
9000 Other Financing Sources	0	.00	.00		.00	0.00
<u>A. TOTAL REV/OTHER FIN.SRCS(LESS TRANS)</u>	<u>175,175</u>	<u>52.97</u>	<u>171.34</u>		<u>175,003.66</u>	<u>0.10</u>
<u>B. 9900 TRANSFERS IN FROM GF</u>	<u>0</u>	<u>.00</u>	<u>.00</u>		<u>.00</u>	<u>0.00</u>
<u>C. Total REV./OTHER FIN. SOURCES</u>	<u>175,175</u>	<u>52.97</u>	<u>171.34</u>		<u>175,003.66</u>	<u>0.10</u>
<u>D. EXPENDITURES</u>						
Type 30 Equipment	330,000	.00	.00	309,584.71	20,415.29	93.81
Type 60 Bond Levy Issuance	0	.00	.00	0.00	.00	0.00
Type 90 Debt	0	.00	.00	0.00	.00	0.00
<u>Total EXPENDITURES</u>	<u>330,000</u>	<u>.00</u>	<u>.00</u>	<u>309,584.71</u>	<u>20,415.29</u>	<u>93.81</u>
<u>E. OTHER FIN. USES TRANS. OUT (GL 536)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>F. OTHER FINANCING USES (GL 535)</u>	<u>0</u>	<u>.00</u>	<u>.00</u>			
<u>G. EXCESS OF REVENUES/OTHER FIN SOURCES OVER(UNDER)EXP/OTH FIN USES (C-D-E-F)</u>	<u>154,825-</u>	<u>52.97</u>	<u>171.34</u>		<u>154,996.34</u>	<u>100.11-</u>
<u>H. TOTAL BEGINNING FUND BALANCE</u>	<u>380,000</u>		<u>380,156.02</u>			
<u>I. G/L 898 PRIOR YEAR ADJUSTMENTS(+OR-)</u>	<u>XXXXXXXXXX</u>		<u>.00</u>			
<u>J. TOTAL ENDING FUND BALANCE</u>	<u>225,175</u>		<u>380,327.36</u>		<u>(G+H + OR - I)</u>	
<u>K. ENDING FUND BALANCE ACCOUNTS:</u>						
G/L 810 Restricted For Other Items	0		.00			
G/L 819 Restricted for Fund Purposes	225,175		380,327.36			
G/L 830 Restricted for Debt Service	0		.00			
G/L 835 Restrictd For Arbitrage Rebate	0		.00			
G/L 850 Restricted for Uninsured Risks	0		.00			
G/L 889 Assigned to Fund Purposes	0		.00			
G/L 890 Unassigned Fund Balance	0		.00			
<u>TOTAL</u>	<u>225,175</u>		<u>380,327.36</u>			

PROSSER SCHOOL DISTRICT NO.116
Balance Sheet
Transportation Vehicle Fund (90)
December 31, 2015

<u>GL</u>	<u>Description</u>	<u>Balance</u>
240	Cash on Deposit with County	3.36
241	Warrants Outstanding	0.00
450	Investments	380,324.00
---	Asset	380,327.36
601	Accounts Payable	0.00
---	Liability	0.00
819	Restricted for Fund Purposes	-380,327.36
---	Equity	-380,327.36
---	Transportation Vehicle Fund	0.00

BOARD PACKET

TO: Board of Directors
SUBJECT: **Certificated Personnel**
AGENDA: **Consent**
DATE: January 19, 2016
PREPARED BY: Dr. Ray Tolcacher, *Superintendent*

Certificated Employees

There are no recommendations at this time.

BOARD PACKET

TO: Board of Directors
SUBJECT: **Classified Personnel**
AGENDA: **Consent**
DATE: January 19, 2015
PREPARED BY: Craig Reynolds, *Business Manager*

CLASSIFIED EMPLOYEES

Debbi Whitney has submitted a letter of resignation from her position as a bus driver, which was effective December 31, 2015.

Linda Brownlee has been hired as an office assistant at Housel Middle School.

Annette Gooldy has been hired as a paraprofessional at Housel Middle School.

Board Meeting January 5, 2016

An Executive Session of the Prosser School District Board of Directors was called to order at 6:30 p.m. at Keene-Riverview Elementary MPR by Bill Jenkin, President. Other board members present included Dr. Warren Barmore, Peggy Douglas and Andy Howe. Also present was Dr. Ray Tolcacher, Superintendent. The purpose of the Executive Session was to provide the board with an update on negotiations. The session was expected to last 30 minutes. Board member Bruce Matsumura was not in attendance.

The Executive Session was adjourned at 6:48 p.m.

The Regular Meeting of the Board of Directors of the Prosser School District was called to order at 7:00 p.m. by Bill Jenkin, President. Other board members present included Dr. Warren Barmore, Peggy Douglas and Andy Howe. Student representatives Tye Taylor, Zebbie Castilleja, Juan Guerra and Taylor Beightol were also in attendance. Also present were Deanna Flores, Assistant Superintendent; Julie Hyatt, Secretary; and an audience representing school staff and community members. Bruce Matsumura and Craig Reynolds were both absent.

APPROVAL OF AGENDA:

Motion by Peggy Douglas, seconded by Warren Barmore and motion carried to approve the revised agenda. The revision included a correction and addition to Action Items.

COMMUNICATIONS:

RECOGNITION

- CBS (College Bound Scholarships) Program Letter from Governor Inslee
Dr. Tolcacher announced that Housel Middle School received this very prestigious award which identifies our District, due to the high number of students who signed up for this program. Dr. Tolcacher said this is a phenomenal award for our District.

Deanna Flores, former principal at the middle school, explained how the staff approached the students to complete the applications, to achieve such a high percentage.

- Peggy Douglas – Advanced Leadership Session
Dr. Tolcacher explained that Peggy is going down the path toward professional development by taking this class. Dr. Tolcacher presented Peggy with a certificate for earning 17 clock hours for the Advanced Leadership class she attended at the WSSDA Annual Conference.
- Proclamation: School Board Appreciation Month
Dr. Tolcacher thanked the school board for all of their hard work and dedication. He also mentioned he had written letters to the three regional newspapers, applauding the board members. He then read an official proclamation from Governor Inslee, proclaiming January as School Board Appreciation Month. Dr. Tolcacher presented each board member with a certificate of appreciation.

INFORMATION ITEMS:

- National Board for Professional Teaching Standards Certification and Challenging Schools Lists

Board Meeting January 5, 2016

A list was included in the board packet of Prosser School District National Board Certified Teachers. They have attained national board certification from the National Board for Professional Teaching Standards (NBPTS).

Deanna Flores explained that teachers who hold a valid certificate from the National Board during the entire 2015–16 school year will receive an annual bonus of \$5,090 to be paid in a lump sum amount. Teachers in qualifying challenging schools will receive an additional bonus up to \$5,000. This additional bonus is based on the teacher's percentage of time spent at the qualifying challenging school. WAC 392-140-973(3) provides additional guidance on eligibility criteria.

Teachers who attain a valid certificate from the National Board during the 2015–16 school year will receive sixty percent of the annual bonus of \$5,090 for a total of \$3,054 to be paid in a lump sum amount. Teachers in qualifying challenging schools will receive sixty percent of the additional bonus of \$5,000 for a total of up to \$3,000.

For the 2015–16 school year, challenging schools are defined below using the October 1, 2014 free and reduced price lunch (FRPL) percentages:

- Elementary schools with at least 70 percent FRPL
- Middle schools with at least 60 percent FRPL
- High schools with at least 50 percent FRPL

- “GAP” Training

Dr. Tolcacher explained that as the need for safety and security measures increases in public schools, it is vital that as a school district we continue to give our staff the tools and training to deal with the “unexpected” which is now becoming the “expected” regarding school safety and security. To that end, we will soon be providing training opportunities for all Prosser School District employees to deal with situations which could include a shooter or intruder on any of our school grounds or facilities.

In collaboration with the Prosser Police Department, we will be offering voluntary trainings for all PSD staff. Jon Ladines, founder and principal trainer for *Force Dynamics* will discuss with the Board the trainings for our staff and answer any questions from the Board. Jon has completed similar trainings in a number of school districts in the Yakima Valley including Paterson and Grandview. An informational brochure was included in the board packet.

Dr. Tolcacher then invited David Funk to address the Board as well as Officer Mark Cole and John Ladines, creator of *Force Dynamics*.

David explained that because of the recent tragedies across the country, our District felt the need to increase trainings for our staff. David attended a GAP training a few years ago, and really felt our District would benefit from this “critical incident” training being offered to all PSD employees.

Officer Cole said he thinks the district needs to update its response to critical incidents. He would like the staff to be empowered in case something does happen, and believes this training will help them do that. He believes in this program, which is

Board Meeting January 5, 2016

used in Israel. Parents have an expectation that we as a district will protect their students.

John Ladines said that GAP is not an acronym, but refers to that gap of time between when an incident happens and when help responds. Mr. Ladines also said he has a 15 year background in law enforcement. There is “perceived” safety as opposed to “actual” safety. He worked with the first responders who were at Columbine. He’s a former SWAT team member. He said 99% of gap training is for the unarmed staff member. Someone with good intentions, but without proper training can get people hurt. Mr. Ladines provided a detailed explanation of what the training includes, which includes what to do if a door is breeched by a shooter. The training is viewed from the perspective of the shooter, not the victim. Mr. Ladines compared and contrasted his training to the conventional “Run, Hide, Fight” method.

At the conclusion of Mr. Ladines’ presentation, several board members made comments or asked questions. This training was very well received by the board members in attendance. Dr. Tolcacher also provided a few comments about the importance of this upcoming training which will be scheduled soon.

PROTOCOL FOR ADDRESSING BOARD:

The protocol for addressing the board was not read as there were no visitors who had signed up to speak.

HEARING OF VISITORS:

None

Assistant Superintendent’s Report

Deanna Flores did not have a report.

Business Manager’s Report

- October 2015 Financial Reports
- November 2015 Financial Report

Superintendent’s Report

Dr. Tolcacher announced that the Annual Board Workshop will be this Thursday evening, at ESD 123. Dr. Tolcacher will be in meetings all day on Thursday, so he wanted to make sure the board members arranged transportation for the student board representatives. Dr. Barmore volunteered to take the student representatives. Dr. Tolcacher will check with our insurance carrier about the students possibly driving themselves.

Dr. Tolcacher reported that he has scheduled a meeting with Minerva Morales, Superintendent of Mabton, to start negotiations with her about the annexation petition. It will probably be next week, early evening. His goal is to have two board members attend that meeting, then come back to our Board with a recommendation, which will be discussed at a public meeting.

Dr. Tolcacher also reported that he will be taking a two-week vacation at the end of February.

Board Meeting January 5, 2016

Board Members' Reports

Dr. Barmore attended the Sing-along Christmas Caroling at KRV. He said it was a lot of fun and he enjoyed it.

Bill Jenkin thanked the board members who attended the voucher meeting in his absence. Additionally, Mr. Jenkin reported that yesterday he was involved in a phone conversation meeting with the Study and Survey Committee. It was an opportunity to speak with Jane Marie about ways to go about being successful in getting a new school built. One idea is to have several "tabletop discussions" with a knowledgeable person on each subject at each table. Bill said it is also important for the committee to meet with staff members early on, as their input is valued.

Student Representatives' Reports

Zebbie Castilleja – ASB is having a winter retreat next week where they will decide which wishes will be granted for Winter Wish Week. The Mustangs CIA Coalition will be attending a national conference at the end of this month.

Tye Taylor – No report

Juan Guerra – There was a good turnout at the winter concert held recently. DC Mustangs are planning their trip which will be held over spring break. The swim team meet today was cancelled due to weather conditions. There is a music boosters meeting tomorrow night.

Taylor Beightol – Reported that she was thankful she attended the boundary meeting held over winter break as she was able to gain a lot of information.

CONSENT ITEMS:

Motion by Warren Barmore, seconded by Andy Howe and motion carried to approve the Consent Agenda as presented.

Certificated Personnel

Fran Rose, fourth grade teacher at Prosser Heights Elementary, submitted a letter requesting a medical leave of absence, effective immediately.

Classified Personnel

Linda Hall submitted a letter of retirement from her position as a Fiscal Assistant in the Administration Office. Her date of retirement will be March 31, 2016.

Approval of Minutes

Minutes from the December 15, 2015 regular board meeting and the December 21 and 28, 2015 special board meetings were presented.

Contracts and Personal Service Agreements:

1. Puget Sound Joint Purchasing Cooperative:

In the past, Prosser School District has been a member of the Puget Sound Joint Purchasing Cooperative which reduces costs in purchasing various food products, supplies, services and equipment. The annual fee is \$1,000 which will be paid through the food services budget.

Board Meeting January 5, 2016

Volunteer Coaches

None

OLD BUSINESS:

- Community Forums – No discussion
- Superintendent’s Mid-Year Evaluation – Julie Hyatt and Dr. Tolcacher will work with the board members to select a date.

ACTION ITEMS:

Vouchers

“The following vouchers as audited and certified by the auditing officer, as required by RCW 42.24.080, and those expense reimbursement claims certified, as required by RCW 42.24.090, are approved for payment.

General Fund Voucher numbers 187667 through 187683 totaling \$42, 723.48
Associated Student Body Fund Voucher numbers 6185 through 6186 totaling \$1,750.00
Transportation Vehicle Fund Voucher number 2003 totaling \$235, 946.98”.

Motion by Peggy Douglas, seconded by Andy Howe and motion carried to approve the accounts payable vouchers, payable January 8, 2016.

Instructional Materials Committee Membership

Deanna Flores explained that the Instructional Materials Committee is the body that makes core instructional material adoption recommendations to the school board. In preparation for our K-5 Elementary Math Adoption please see the attached list of potential members of the committee.

As part of the Instructional Materials Adoption procedure the school board must approve the committee membership.

District -	Deanna Flores	Asst. Superintendent
KRV -	Kris Moore	Principal
	Pauline Shenyer	Instructional Coach
	Marsha Childers	Kinder Teacher
	Stacy Bort	1st Gr Teacher
	Amanda Williams	2nd Gr Teacher
	April Wyckoff	Parent
Whitstran	Shellie Hatch	Principal
	Lorelle Aarstad	Instructional Coach
	Carla Wyatt	Kinder Teacher
	Debbie Lemke	1st Gr Teacher
	Chris Trimble	2nd Gr Teacher
	Robin Humberstad	3rd Gr Teacher
	Linda Suhadolnik	4th/5th Gr Teacher
	Jason Domanico	Parent
Heights	Sally Juzeler	Principal
	April Knight	Asst. Principal

Board Meeting January 5, 2016

Ann Sipe	Instructional Coach
Julie Marshbanks	3rd Gr Teacher
Heidi Fassler	4th Gr Teacher
Kevin Gilman	5th Gr Teacher
Kristin Olsen	Parent

Motion by Peggy Douglas, seconded by Warren Barmore and motion carried to approve the K-5 Elementary Math Adoption Committee members.

2015-16 Principals' Association Memorandum of Agreement Ratification

On December 11, 2015, the District and the Prosser Principals' Association completed negotiations with a tentative agreement, which was subsequently ratified by the Association. The following provisions have been agreed to, pending school board ratification:

1. Applicable provisions from the 2014-15 Memorandum of Understanding regarding the principal evaluation system is moved into contract language.
2. Option to move existing cellular phone allowance into a VEBA account.
3. Increase in principals' base salary of 5.75%

Motion by Andy Howe, seconded by Warren Barmore and motion carried to ratify the 2015-16 Memorandum of Agreement between the Prosser School District and the Prosser Principals' Association.

Out-of-State Travel: CADCA (Community Anti-Drug Coalitions of America) National Leadership Conference

Dr. Tolcacher explained details of the upcoming out-of-state travel request:

Location: Washington DC, Gaylord National Hotel and Convention Center (National Harbor, MD)

Dates of Conference: February 1-4, 2016

Travel Information: Departure Date: January 31, mid-day

Conference Days: February 1-4

Return Date: February 5 late night

Supervisors attending (Advisors for Mustangs CIA): Tracy Boyle, Kayla Chambers and Jennifer Dorsett

Senior students attending: Sebastian Castilleja, Emma Brown, Cesar Solis, Sawyer Stearns

At the 26th Annual CADCA Conference, youth (and adults) from across the country will be working to keep their communities safe, healthy and drug free! The week begins with National Prevention Day on the Hill where students will represent their states with pride. This conference has singular interactive workshops targeted to young coalition leaders who are looking to be energized and elevated. Each attendee will learn about new information from around the country including what coalitions are doing to combat behavioral health issues in different communities. They will also learn how to be seen, be heard and be valuable. They will learn skills necessary for advocating and then get the opportunity to speak to our State Senators Murray and Cantwell and also Rep. Newhouse. This is an exciting opportunity for our youth leaders to gain skills they can apply to their everyday lives, to their futures and share with the country the great work they are doing within their school and community.

Board Meeting January 5, 2016

The trip will be of minimal cost to students and their families. Each student will be responsible for paying for their lunch each day and any sightseeing they choose to participate in after conference hours. The remainder of costs for rooms, flight, food and conference registration will be paid for by Prosser CIA Coalition.

Parent approval has been turned in and all required paperwork by next semester teachers.

Motion by Peggy Douglas, seconded by Andy Howe and motion carried to approve the out-of-state travel request for staff and students to travel to the CADCA National Leadership Conference.

DISCUSSION ITEMS:

Legislative Conference – January 31 - February 1, 2016 – will be discussed at the next board meeting. Zebbie Castilleja will not be able to attend as he will be at a national conference.

ADJOURNMENT:

The board meeting was adjourned at 8:08 p.m.

FUTURE MEETINGS:

Annual Board Workshop, January 7, 2016, ESD 123, Pasco, 6:00 p.m.

Regular Board Meeting, January 19, Keene-Riverview Elementary MPR, 7:00 p.m.

Clerk to the Board

Board President

Secretary to the Clerk of the Board

BOARD PACKET

TO: Board of Directors
SUBJECT: Donation from Prosser PTA
AGENDA: Action
DATE: January 19, 2016
PREPARED BY: Craig Reynolds, Business Manager

Background:

Keene-Riverview Elementary has received a donation of \$700 from the Prosser PTA. This award is to purchase reading books for first grade classrooms. The plan is for struggling readers to check out a book each night, read it, and then return the book the next day.

Recommendation:

It is recommended that the board of directors accept the \$700 donation from the Prosser PTA.

BOARD PACKET

TO: Board of Directors
SUBJECT: School Building Approval
AGENDA: Action
DATE: January 19, 2016
PREPARED BY: Deanna Flores, *Assistant Superintendent*

Background:

WAC 180-16-220 requires annual school building approval by the school district Board of Directors as a condition of the district's entitlement to state basic education allocation funds.

All schools in the state write/revise their School Improvement Plan (SIP) each year. The plan, which is data driven, promotes a positive impact on student learning, and includes a continuous improvement process to monitor, adjust and update.

In addition, five schools in our district (Whitstran, Heights, Keene-Riverview, Housel Middle School and Prosser High) are Title I Schoolwide Schools. This means that Federal and State Program and basic education dollars (with the exception of State Transitional Bilingual funds and Title I Migrant funds) that flow to these schools may be blended to the benefit of all students at risk of not meeting state standards. These five schools combine their School Improvement Plan with their federally required Title I Schoolwide Plan.

Annually, the site team at each school reviews, revises and updates their School Improvement Plan and Schoolwide Plan. This is an ongoing process of evaluation of data, planning of programs and interventions and assessment of results. These plans are on file at the curriculum office.

At the study session on January 19th, the administrative staff will review highlights from their plans and how it will effectively support our students.

Recommendation:

Approval of all school buildings in Prosser School District is recommended.



Prosser School District No. 116

1126 Meade Avenue, Suite A.
PROSSER, WA 99350

PHONE: (509) 786-3323 FAX: (509) 786-2062
Website: prosserschools.org

2015-2016 Curriculum/Instruction Project Goals

Set by the PSD Instructional Team (Principals, Coaches and Asst. Sup)

On 6/11/15, the team agreed to the following goals for 2015-16:

- Implement K-5 Common Math Assessments/Tracking Documents
- K-5 Curriculum Adoption Decision for Math
- Math Path Decision for 6-12
- 6-12 Math Adoption Plan and/or Necessary Materials/Resources
- Math Talks Training K-HS
- Build ELA Units of Study
 - K-2 Reading Implementation/Training
 - 3-5 Units of Study – Begin Work/Standards Training
 - 6-8 Units of Study/Standards Training
 - 9 or 9/10-Units of Study/Standards Training
- Plan Implementation of a Bilingual Model
- *Standards-Based Grading – Part of the ELA/Math goals listed above*
- More Capacity for AVID
 - AVID Tutorology Training for Paras K-12
 - August Summer Institute
 - October Path Training
 - Building Site Team led training
- Next Generation Science Standards – Leadership team Training(reps from all buildings)
 - Explore Elementary Science Specialist Options

Other item on the list for possible exploration:

PBIS – Positive Behavior Interventions & Supports

BOARD PACKET

TO: Board of Directors
SUBJECT: Contract for “Gap” Training
AGENDA: Action
DATE: January 19, 2016
PREPARED BY: Dr. Ray Tolcacher, *Superintendent*

Background:

At the January 5, 2016, regular board meeting, a presentation was made to the board regarding the need to have District-wide trainings to assist staff at all jobs to be able to defend and respond to the possibility of an intruder or active shooter who enters the schools or facilities with the intent of harming students and staff. The information presented by David Funk, our SRO Mark Cole and Gap trainer, Jon Ladines, indicated the need for such training. The trainings, scheduled for President’s Day, February 15th with a follow-up training for those who could not attend the February 15th date will be February 18th in the late afternoon. Both trainings will take place at Bethel Church in Prosser and was explained to staff that although the training is encouraged by the district and open to all staff members, participation is voluntary. The cost for each training session, regardless of the number of participants is \$1500 per four-hour session.

Recommendation:

Approve the contract for District-wide “Gap” Training at the cost of \$1500 per four-hour session to be offered on February 15th and February 18th.



FORCE DYNAMICS DEFENSE SYSTEMS CONTRACT

SEMINAR/TRAINING AGREEMENT

This is an agreement between Jon A. Ladines, Owner and founder of Force Dynamics Defense Systems (Consultant) and the Prosser School District (Client) for Professional Services based on the information described below.

Services

Included in the total cost: 8 total hours of training over two days, 4 hours per training session, to include Active Shooter/Critical Incident Response training, lecture, power point and live active shooter demonstrations for Phase 1.

Dates/Location/Times

February 15, 2016 from 1pm-5pm. Training will be at Bethel Community Church in Prosser.

February 18, 2016 from 4pm-8pm. Training will be at Bethel Community Church in Prosser.

Subject/Title

Subject: "Gap" Active Shooter/Critical Incident Response Phase 1

Audio/Visual Equipment/Room Layout

N/A

Compensation

Professional fee: \$3,000 (complete and total fee for above described training)

The client agrees to pay Consultant \$1,500.00 per training session, two training sessions in total per this contract, for the services described above as a total and complete fee. This fee includes all described in the services section above, time preparing for the courses, usage of Force Dynamics training and electronic equipment and all phone calls, emails and any other correspondents are free of charge regardless of their duration unless otherwise agreed upon between the client and consultant.

Jon A. Ladines, Force Dynamics Defense Systems- 1330 Olmstead Road Grandview Wa 98930

forcedynamics@yahoo.com (509)832-0483

Force Dynamics

2016 Consulting/Speaking/Training Agreement

Payment

Please make all payments payable to Jon A. Ladines

You can mail the check to:

Jon Ladines
1330 Olmstead Road Grandview Wa 98930

Payment will be due at the next billing cycle for the School District or at earliest convenience. Any expenses requiring reimbursement are to be paid by the next billing cycle after the School District receives the appropriate invoices and or applicable receipts.

Service Guarantee

If participant evaluations fall below expectations established in advanced jointly between client and consultant, clients not obligated 50% of the fee for the day. Also, if the consultant representing Force Dynamics is late (arrives on site after the scheduled time of the training) for any reason, client will receive \$200 rebate on charges for that date.

Agreed and Accepted:

Force Dynamics, Jon A. Ladines _____ Date January 15, 2016

Client _____ Date _____

Please return copy of the signed agreement, by mail or in person to Jon A. Ladines, Force Dynamics Defense Systems, immediately in order to confirm the speaking/training date for your organization.

BOARD PACKET

TO: Board of Directors
SUBJECT: Transfer of Territory by Petition – RCW 28A.315.195
AGENDA: Action
DATE: January 19, 2016
PREPARED BY: Dr. Ray Tolcacher, *Superintendent*

Background:

On November 12, 2015, the Prosser School District received a communication from ESD 105 indicating that a valid citizen-initiated petition for the transfer of territory from Mabton School District to Prosser School District had been received and validated by the Yakima County Auditor's Office. On Monday, December 21, 2015, a special board meeting was held to explain the transfer of territory petition and the statutory requirements for acting on the petition. As explained to the board at that special meeting, by statute; the two districts are required to meet and negotiate a possible solution, within 90 days of the accepted petition, which is on February 10, 2016.

As a result of the December 21, 2015, special board meeting, the board requested that board members Dr. Warren Barmore and Peggy Douglas meet with Dr. Tolcacher and the Mabton Superintendent and board members to discuss the petition regarding an action as described in RCW. 28A.315.195. To that end, the Prosser board representatives and Superintendent met with the Mabton Superintendent and two board members on January 14, 2016. As a result of that meeting and discussion with the Mabton Board members and their Superintendent, board members Warren Barmore and Peggy Douglas will make a recommendation to the board of what action, or actions the Prosser School District as prescribed by statute.

Recommendation:

It is recommended that the Prosser Board of Directors take action to respond to the Citizen Initiated Petition to Transfer Territory from the Mabton School District to the Prosser School District.

BOARD PACKET

TO: Board of Directors
SUBJECT: Donation from the Edgar Whitehead Foundation
AGENDA: Action
DATE: January 19, 2016
PREPARED BY: Craig Reynolds, *Business Manager*

Background:

Prosser High School has received a donation of \$10,000 from the Edgar Whitehead Foundation. This award is to purchase updated curriculum for AP English. The plan is purchase e-books, text books and teacher's manuals.

Recommendation:

It is recommended that the Board of Directors accept the \$10,000 donation from the Edgar Whitehead Foundation.

BEDFORD, FREEMAN & WORTH PUBLISHING GROUP

Date: 9/08/15
Prepared for: Joe Brusberg
Joe.Brusberg@prosserschools.org

Prosser High School
 1203 Prosser Avenue
 Prosser, WA 99350

	Description	Price	Qty.	Total	Gratis
9780312388065	Literature & Composition, First Edition	\$75.00	90	\$6,750.00	
9781319033057	EdAPText e-Book for Literature & Composition (Six Year Access), First Edition	\$30.00	90	\$2,700.00	
	Complimentary Items				
9780312388065	Literature & Composition, First Edition copy for teacher				\$75.00
9780312617264	Teacher's Manual for Literature & Composition, First Edition	\$50.00	1		\$50.00
	SubTotal			\$9,450.00	\$125.00
	Shipping and Handling estimate	2% of order		\$189.00	
	Total			\$9,639.00	

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